



LAMBTON MUTUAL  
INSURANCE COMPANY

**MEMORANDUM**

TO: All Agents and Brokers	FROM: Dave Colquhoun Claims Manager
ATT: Staff	DATE: July 5, 2016
RE: Claims Reporting	POLICY NUMBER:

URGENT  FOR REVIEW  PLEASE REPLY  PLEASE COMMENT

With summer now upon us, we want to remind our agents and brokers that the following are the web addresses to access our claims reporting forms:

For Automobile Claims: [www.lambtonmutual.com/auto-claim](http://www.lambtonmutual.com/auto-claim)

For Property Claims: [www.lambtonmutual.com/property-claim](http://www.lambtonmutual.com/property-claim)

Claims **must** be reported in this manner to guarantee prompt response to the insured. When claims are reported by these forms, they automatically send notices to all of our claims staff.

*Please distribute this information to your employees.*

You are welcome to contact me directly should you have any questions or concerns.

Dave Colquhoun  
Claims Manager  
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